

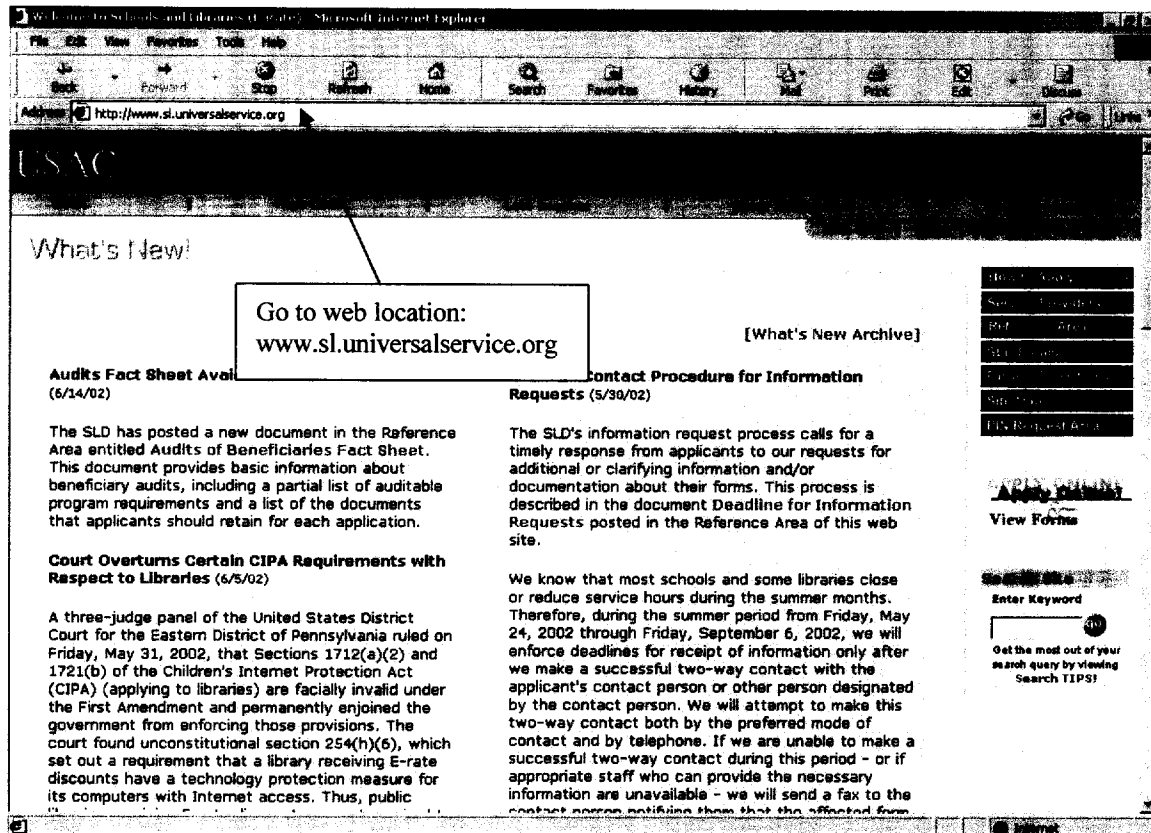
- For future funding you should develop one tech plan that meet state technology planning guidelines and E-rate criteria.
(<http://www.cde.ca.gov/ls/et/rd/documents/edtechplan.pdf>)
- Children's Internet Protection Act (CIPA) requirements
 - Undertaking actions: Reference the Form 486 instructions for guidance (<http://www.sl.universalservice.org/form/>)
 - In compliance
 - Waiver
 - Court rulings
 - **Schools – must still comply with CIPA**
 - Libraries – still need and Internet Safety Policy ([see http://www.ala.org/cipa/](http://www.ala.org/cipa/))
- Procurement rules and options
 - Local District requirements
 - Public contract code - If state contracts are required (purchases for more than \$61,200 require a 90-day purchasing cycle unless purchased through a state contract, per Public Contract Code Public Contracts Code 20111)
 - CMAS (is an option for local agencies, see reference materials on CD)
 - CALNET (see reference material on CD)
 - Make sure you understand issues related to multi-year contracts (e.g., buy-out, early termination, etc.)
- California Teleconnect Fund (CTF)
 - Apply for discounts for services eligible for CTF. The CTF application is available at <http://www.cpuc.ca.gov/published/rulings/1622.htm>
 - If you add telecommunication lines eligible for CTF after your initial CTF application, you need to re-apply for the new services
 - Stacking: Apply E-rate discounts first and then apply CTF discounts to the remainder.
- Filing the Form 470 Online

- Online is recommended
 - Use electronic certification if applicable
 - Apply for a USER ID and PIN
 - Provide the name of a person whose signature appeared on a previous Form 470 or Form 486
- Changes to E-rate program year naming convention. The terminology that SLD uses for funding years under the Schools and Libraries Support Mechanism is changing. Funding years will now be designated by the calendar year in which they begin. Under the new terminology, Funding Year 1 becomes Funding Year 1998, Funding Year 2 becomes Funding Year 1999, and so on.

E-rate Year - Old	E-rate Year - New
Year 1	1998
Year 2	1999
Year 3	2000
Year 4	2001
Year 5	2002
Year 6	2003

- Document everything related to E-rate - Start your E-rate documentation binder/file. NOW!

Submitting the Form 470 Online



Print copies of all the screens you complete in the online of the Form 470

What's New!

Select "Apply Online"

[What's New Archive]

Court Overturns Certain CIPA Requirements with Respect to Libraries (6/5/02)

A three-judge panel of the United States District Court for the Eastern District of Pennsylvania ruled on Friday, May 31, 2002, that Sections 1712(a)(2) and 1721(b) of the Children's Internet Protection Act (CIPA) (applying to libraries) are facially invalid under the First Amendment and permanently enjoined the government from enforcing those provisions. The court found unconstitutional section 254(h)(6), which set out a requirement that a library receiving E-rate discounts have a technology protection measure for its computers with Internet access. Thus, public libraries receiving E-rate discounts are not required to filter their computers with Internet access.

The Neighborhood Children's Internet Protection Act, which amended 47 U.S.C. Section 254 by adding subsection (l), is not affected by the Court's decision and remains intact. Thus, a library receiving E-rate discounts is **still** required to have an Internet safety policy that addresses: (1) access by minors to inappropriate matter on the Internet and World Wide Web; (2) the safety and security of minors when

Summer Contact Procedure for Information Requests (5/30/02)

The SLD's information request process calls for a timely response from applicants to our requests for additional or clarifying information and/or documentation about their forms. This process is described in the document **Deadline for Information Requests** posted in the Reference Area of this web site.

We know that most schools and some libraries close or reduce service hours during the summer months. Therefore, during the summer period from Friday, May 24, 2002 through Friday, September 6, 2002, we will enforce deadlines for receipt of information only after we make a successful two-way contact with the applicant's contact person or other person designated by the contact person. We will attempt to make this two-way contact both by the preferred mode of contact and by telephone. If we are unable to make a successful two-way contact during this period - or if appropriate staff who can provide the necessary information are unavailable - we will send a fax to the contact person notifying them that the affected form

Apply Online
View Forms

Enter Keyword
Get the most out of your search query by viewing Search TIPS!

Internet

Schools and Libraries Menu Page - Microsoft Internet Explorer

File Edit View Favorites Tools Help

Back Forward Stop Refresh Home Search Favorites History Mail Print Edit Delete

Address http://www.sl.universalservice.org/menu.asp

SLD Home Site Map Search Site Contact SLD

Apply Online - Form 470 & 471

Schools and Libraries Division

Do you think your school or library is eligible for SLD assistance? Check the Reference Area of this Web Site for detailed program application information. In this area you can file an application or continue with an incomplete application. Complete the forms, print them out and follow the directions for submission.

CAUTION: Do not use your browser 'Back' and 'Forward' buttons to navigate through this Web Site. The 'Enter' key also should not be used. Use only the buttons located on the SLD Web Pages. For guidance on how to navigate through the online Form 471, please see our [Form 471 Online Navigation Guide](#).

<p>Form 470 Description of Services Requested and Certification Form</p> <p>Create/Submit</p> <p>Search Posted</p> <p>Continue Incomplete</p> <p>Complete Complete</p>	<p>Form 471 Services Ordered and Certification Form</p> <p>Create/Submit</p> <p>Continue Incomplete</p> <p>Complete Complete</p> <p>Display</p> <p>Application Status</p>	<p>Utilities</p> <p>ERR Extension Status</p>
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Select the "Create/Submit" button to the right.

470 Create New | 470 Search Posted | 470 Continue

Address [http://newmarcon.com/Public/User Directories/Andy_Jablonski/online screens/1 Application Selection Criteria.htm](#) Go Links

[SLD Home](#) [Site Map](#) [Search Site](#) [Contact SLD](#)

Schools and Libraries Service Program

Description of Services Requested and Certification Form

New Form 470 Application

Be sure to review the Form 470 Instructions, available in the Applying for Discounts Step-by-Step Section of the SLD Web Site (www.sl.universalservice.org/apply.asp). And remember, if you need additional help while you are filing your Form 470 online, click on the "Help" button in the upper right hand corner of each screen.

Attention MAC Users! If you are using Internet Explorer to access the online forms, you may have to double click the navigation buttons.

1 a. Enter your Zip Code

Enter Zip Code or Entity Number and Click Next:

Zip Code:

OR

Entity Number:

OR

1 b. Enter your Entity

If you do not have an entity number you will need to call 1-888-203-8100.

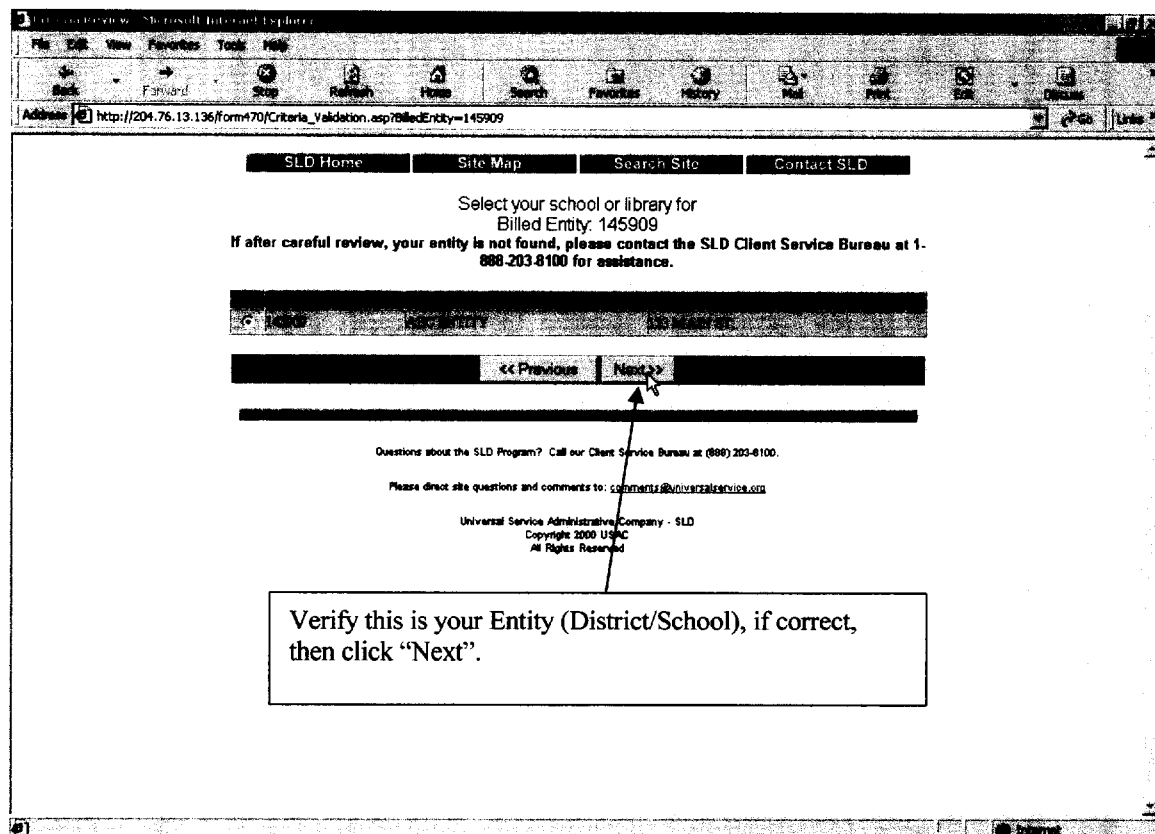
[<< Previous](#) [Next >>](#)

Questions about the SLD Program? Call our Client Service Bureau at (888) 203-8100.

Please direct site questions and comments to: comments@universalservice.org

Universal Service Administrative Company - SLD
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All Rights Reserved

Once completed with 1a or 1b, click "Next"



Print each page of the application as you complete it online before selecting "Next" to move to a new screen.

Microsoft Internet Explorer

File Edit View Favorites Tools Help

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Address http://204.76.13.136/form470/block1a.asp

Please read instructions before beginning this application. (To be completed by entity that will negotiate with Providers.)

Applicant's Form Identifier:
(Create your own code to identify THIS Form 470)
Ca Test1 Year 6

Form 470 Application #:
(To be inserted by Fund Administrator)

Ensure this is the correct funding year.

Year 2003: 07/01/2003 - 06/30/2004

123 MAIN ST

ANYTOWN IA 12345 1234

555 555 5555 555 555 5555

jamith@school.org

John Smith Copy file relative to file below

Done

Enter in your
1. Address
information
2. Email
3. Type if
applicant
(school
district)

Use the Copy
button to
complete
information at
the bottom of
the form.

ANYTOWN IA 12345 1234

555 555 5555 555 555

jsmith@school.org

John Smith Copy this above to form below

123 MAIN ST

ANYTOWN IA 12345 1234

555 555 5555 555 555

jsmith@school.org

<< Previous Reset Next >

Once you have entered the information, print the page shown below and put it in your E-rate binder. Make it your practice to print and file ALL pages of your E-rate application

Districts typically check Item 6e, Email for documentation purposes)

Click "Next" to continue with your application. (Note: Specify the form of communication you recommend.)

Form 470 Application Number - Microsoft Internet Explorer

File Edit View Favorites Tools Help

Back Forward Stop Refresh Home Search Favorites History Mail Print Edit Discuss Links

Address http://204.76.13.136/form470/Block1_USCN.asp

NAME CANCELED HERE

FCC Form 470
Universal Service Program Description of Services Requested and Certification Form

Entity Number: 145909 Applicant's Form Identifier: Ca Test 1 Year 6
Contact Person: John Smith Phone Number: 555-555-5555

Please Record This Form 470 Application Number For Future Reference:
This Number Must Be Used To Complete Your Application,
If You Leave This Process Before The Application Is Completed.

Form 470 Application# 895900000360700

Next >>

Done

Print and file this page. You will need to refer to this number later

Block 2-#7

Approval by OMB
3000-0009

Entity Number: 145909 Applicant's Form Identifier: CA test 1
Contact Person: John Smith Phone Number: 916-556-5556

7 This Form 470 describes (check all that apply):

a. ☐ Tariffed services - telecommunications services, purchased at regulated prices, for which the applicant has no signed, written contract. A new Form 470 must be filed for tariffed services for each funding year.

b. ☐ Month-to-month services for which the applicant has no signed, written contract. A new Form 470 must be filed for these services for each funding year.

c. ☐ Services for which a new written contract is sought for the funding year in item 2.

d. ☐ A multi-year contract signed on or before 7/10/97 but for which no Form 470 has been filed in a previous program year.

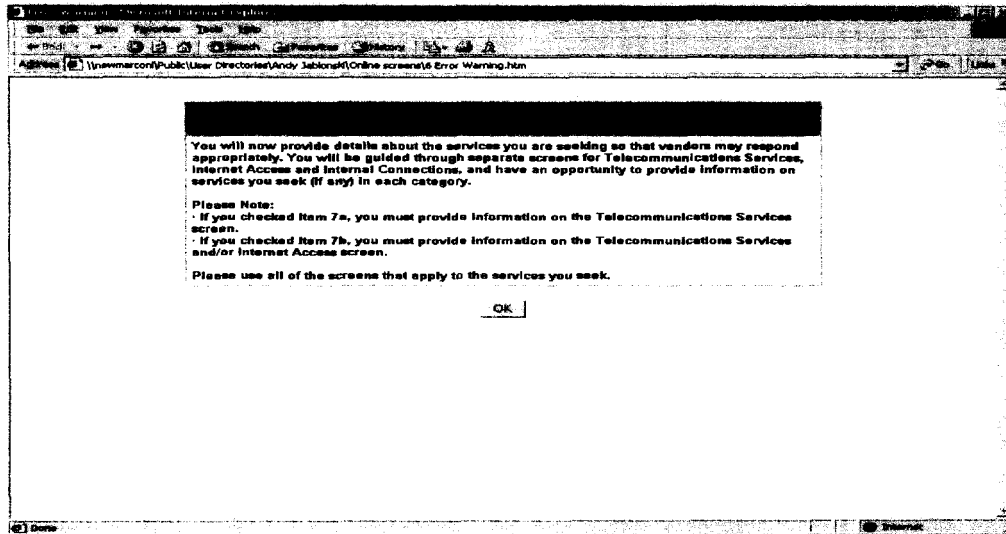
NOTE: Services that are covered by a signed, written contract executed pursuant to posting of a Form 470 in a previous program year OR a contract signed on/before 7/10/97 and reported on a Form 470 in a previous year as an existing contract do NOT require filing of a Form 470.

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Ensure you understand and read all of the directions below. It is important to document your decisions.

- 7a. Tariff services - Check Item 7a if you receive tariff services. If you are on-tariff, it may be more cost effective to not be on-tariff and take advantage of education institution discounts that are available for districts in California. (See reference on the CD).
- 7b. Month-to-Month - If you are on the CALNET contract, do not check this box. Cell phones and pagers may be month-to-month services.
- 7c. New contract is sought. (If your contract has expired or if you are going to terminate your current contract and initiate a new contract, this box is recommended. Therefore you are currently on the State Calnet contract, and have not applied for E-rate, this box would be appropriate to check. Or you can apply for an additional year on an existing contract.)
- 7d. Multi-year contract. (note: A contract signed on or before 7/11/97, and you filed a 470 during that year of E-rate). Click OK.



8. Telecommunication

Check the box next to "8" to complete this section

What kinds of services are you seeking for Telecommunications Services? (Refer to the Eligible Services List and Addenda at www.sl.universalservice.org for examples). Please answer the questions below if you select this category.

8. ☒ Telecommunications Services
Do you have a Request for Proposal (RFP) that specifies the services you are seeking ?

a ☐ YES, I have an RFP. It is available on the Web at _____
or via ☐ the Contact Person in Item 6 or ☐ the contact listed in Item 11.

b ☒ NO, I do not have an RFP for these services.
if you answered NO, you must list below the Telecommunications Services you seek.
Specify each **service or function** (e.g., local voice service) and quantity and/or capacity (e.g., 20 existing lines plus 10 new ones). See the Eligible Services List at www.sl.universalservice.org for examples of eligible Telecommunications Services, and remember that only common carrier telecommunications companies can provide these services under the Universal Service support mechanism. Add additional lines if needed.

Service or Function:	Quantity and/or Capacity:
basic telephone services	95 schools
long distance service	95 schools
high speed data lines	80 schools
cellular services	100 units

RFP's are usually not needed on existing contract, but refer to your local

<< Previous Reset Enter More Services Next >>

For telecommunication services, check box 8. Whether or not you need an RFP depends on your district's purchasing practices or if your existing contract is expiring.

List all services that you may need, reference the Eligible Service list, and make the scope of services sufficiently broad so you have some flexibility between the Form 470 and Form 471 application process. Your technology plan must support the services in your E-rate application. Make sure all services listed are on the SLD Eligible Services List (<http://www.sl.universalservice.org/reference/eligible.asp>)

9. Internet Access

Approval by OMB
2080-0806

Entity Number: 146909 Applicant's Form Identifier: CA test 1
Contact Person: John Smith Phone Number: 916-556-5556

What kinds of services are you seeking for Internet Access ? (Refer to the Eligible Services List and Addenda at www.sl.universalservice.org for examples). Please answer the questions below if you select this category.

9 Internet Access
Do you have a Request for Proposal (RFP) that specifies the services you are seeking ?

☒ YES, I have an RFP. It is available on the Web at www.cds.ca.gov/AVip
or via ☐ the Contact Person in Item 6 or ☐ the contact listed in Item 11.

☐ NO, I do not have an RFP for these services.

If you answered NO, you must list below the Internet Access Services you seek. Specify each service or function (e.g., monthly Internet service) and quantity and/or capacity (e.g., for 500 users). See the Eligible Services List at www.sl.universalservice.org for examples of eligible Internet Access Services. Add additional lines if needed.

Service or Function:	Quantity and/or Capacity:
Internet access services	95 schools

Navigation: << Previous Reset Enter More Services Next >>

Internet access services are described in this section. Work with your technical staff, business office, and your Internet Service Provider (ISP) to determine if you have an existing ISP contract, or wish to seek a new contract. This will determine if you need an RFP for ISP services.

If you have any questions regarding DCP Internet services, contact your DCP Liaison (www.cenic.org/DCP_npl.html)

10. Internal Connections - (This category of E-rate discountable services will be governed by local procurement rules and policies.)

Block 2, Item 10. Check the box is you are requesting discounts for internal connections.

Block 2, Item 10a. Check yes, if you have an RFP, RFI available on the Internet, enter the Web page address in the space provided. If your request is not available on the Internet indicate the person to contact.

Block 2, Item 10b. Check "B-No" if you do not have an RFP. List the product/services you are requesting using the SLD Eligible Services. Make sure you define the list of services/products broadly so to allow for flexibility in the Form 471 process. It is recommended you use Block 2, Item 12 for additional contracting details, etc, if you select 10b.

Block 2, 11-13 Optional areas to complete. You may want to use this section to:

- A. Describe local procurement requirements and your purchasing office requirements do help vendor respond to the request (e.g., CMAS vendors, Web location, etc.)
- B. Refer to contract code
- C. Detail any local rules or state Education Code.

Block 2 is optional. Using the sections in this block to document district special procedures.

FCC Form 470
Universal Service Program Description of Services Requested and Certification Form

Approval by OMB
5010-UG06

Entity Number: 145909 Applicant's Form Identifier: CA test 1
Contact Person: John Smith Phone Number: 916-555-6666

11 (Optional) Please name the person on your staff or project who can provide additional technical details or answer specific questions from service providers about the services you are seeking. This need not be the contact person listed in item 6 nor the signer of this form.

Name _____ Title _____
Telephone number (10 digits + ext.) _____ Ext. _____
Fax number (10 digits) _____
E-mail Address (50 characters max) _____

12. ☐ Check here if there are any restrictions imposed by state or local laws or regulations on how or when providers may contact you or on other bidding procedures. Please describe below any such restrictions or procedures, and/or provide a Web address where they are posted and provide a contact name and telephone number for service providers without Internet access.

13. (Optional) Purchases in future years. If you have plans to purchase additional services in future years, or expect to seek new contracts for existing services, summarize below (including the likely time-frames).

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Districts use this section to document special bidding requirements.

Block 2, Item 13. Most districts leave blank.

Block 3

14. ☐ **Basic telephone service only:** If your application is for basic local and/or long distance telephone service (wireline or wireless) only, check this box and skip to Item 16.

15. Although the following services and facilities are ineligible for support, they are usually necessary to make effective use of the eligible services requested in this application. Unless you indicated in Item 14 that your application is ONLY for basic telephone service, you must check at least one box in (a) through (e). You may provide details for purchases being sought.

a. Desktop software: Software required <input checked="" type="checkbox"/> has been purchased; and/or <input checked="" type="checkbox"/> is being sought.
b. Electrical systems: <input checked="" type="checkbox"/> adequate electrical capacity is in place or has already been arranged; and/or <input type="checkbox"/> upgrading for additional electrical capacity is being sought.
c. Computers: a sufficient quantity of computers <input checked="" type="checkbox"/> has been purchased; and/or <input checked="" type="checkbox"/> is being sought.
d. Computer hardware maintenance: adequate arrangements <input checked="" type="checkbox"/> have been made; and/or <input checked="" type="checkbox"/> are being sought.
e. Staff development: <input checked="" type="checkbox"/> all staff have had an appropriate level of training/additional training has already been scheduled; and/or <input checked="" type="checkbox"/> training is being sought.
f. Additional details: Use this space to provide additional details to help providers to identify the services you desire.

<< Previous Next >>

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Block 3, Item 14: Check box 14 if you are applying for ONLY basic telephone and long distance services. You must complete Item 15 if you are applying for any other services.

Block 3, Item 15: Check all buttons (a-e) that apply. A conservative approach is to check all boxes. Use section "F" for any additional details or special notes.

Block 4

Entity Number: 14509 Applicant's Form Identifier: Yr6-all
Contact Person: Your ERATE Person Phone Number: 916-111-1111 Ext. 111

16. Eligible Entities That Will Receive Service:

Check the ONE choice that best describes this application and the eligible entities that will receive the services described in this application. You will then list in item 17 the entity/entities that will pay the bills for these services.

a. ☐ Individual school or single-site library.

b. ☐ Statewide application (check all that apply):

You must select a state if (b) is selected:

☐ All public schools/districts in the state:
☐ All non-public schools in the state:
☐ All libraries in the state:

If your statewide application includes INELIGIBLE entities, check here. ☐ If checked, complete item 18.

c. ☒ School district, library system, or consortium application to serve multiple eligible entities:

Number of eligible entities	10
For these eligible entities, please provide the following	
Area Codes (list each unique area code)	Prefixes associated with each area code (first 3 digits of phone number) separate with commas, leave no spaces
916	555, 545

Block 4, Item 16: Select "C" for your school district application. You may select "A" if you are an individual school applying. It is suggested that you apply as a district, even if only one school wants the service, just enter "1" as the number of eligible sites.

It is important to complete the information in section "C" with: Number of School Sites, Area Code, and Prefixes associated with your schools.

Note: Do not check 16b, this does not apply to any district.

After completing the previous screen, you will select "Next", then verify the information below and then select "next" again to complete the form.

Area Codes and Prefixes Review - Microsoft Internet Explorer

File Edit View Favorites Tools Help

Back Forward Stop Refresh Home Search Favorites History Mail Print Edit Delete

Address http://204.76.13.136/form470/Block1_Area_Code_Review.asp

FCC Form 470
Universal Service Program Description of Services Requested and Certification Form

Approval by OMB
3080-0800

Entity Number: 14509 Applicant's Form Identifier: Yr6-all
Contact Person: Your ERATE Person Phone Number: 916-111-1111 Ext. 111

Area Codes and Prefixes

State	Area Codes	Prefixes
	916	545, 555

<< Previous Next >>

Done Internet

17. Billed Entities

This page refers to the entity that is legally required to pay bills and has the legal right to enter into contracts. The school district office will typically be the Billed Entity.

(Note: Make sure the school district office is aware of this agreement and all mail from the SLD gets to the responsible E-rate person in your district.)

After selecting "Add" for all of the schools in your district that you are applying for, you will select "Next". Note: Charter/private schools will use the school if they are not associated with a school district or county office of education.

File Edit View Favorites Tools Help

Back Forward Stop Refresh Home Search Favorites History Mail Print Edit Delete

Address http://204.76.13.136/form470/block4_eligible_review.asp

FCC Form 470
Universal Service Program Description of Services Requested and Certification Form

Approved by OMB
3060-0806

Entity Number: 14509 Applicant's Form Identifier: Yr6-all
Contact Person: Your ERATE Person Phone Number: 916-111-1111 Ext. 111

Billed Entities

Entity Name	Entity Number
ABC ENTITY	14509

« Previous Next »

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Done Internet

Verify the entity name and number at this point, and then select "Next" to continue with your application.

Block 5

Block 5: up A: Microsoft Internet Explorer

File Edit View Favorites Tools Help

Back Forward Stop Refresh Home Search Favorites History Mail Print Edit Delete

Address http://204.76.13.136/form470/Block5a.asp

FCC Form 470
Universal Service Program Description of Services Requested and Certification Form

Approval by OMB
3060-0809

Entity Number: 14509 Applicant's Form Identifier: Yr6-all
Contact Person: Your ERATE Person Phone Number: 916-111-1111 Ext. 111

[Redacted]

[Redacted]

Select 20b for a district wide technology plan.

a. ☒ schools under the statutory definitions of elementary and secondary schools found in the Elementary and Secondary Education Act of 1985, 20 U.S.C. Secs. 8801(14) and (25), that do not operate as for-profit businesses, and do not have endowments exceeding \$50 million; and/or

b. ☐ libraries or library consortia eligible for assistance from a State library administrative agency under the Library Services and Technology Act of 1996 that do not operate as for-profit businesses and whose budgets are completely separate from any school (including, but not limited to elementary and secondary schools, colleges, and universities).

[Redacted]

☐ Individual technology plans for using the services requested in the application; and/or

☒ higher-level technology plans for using the services requested in the application; or

☐ no technology plan needed; application requests basic local and/or long distance telephone service only.

[Redacted]

a. ☒ technology plan(s) has/have been approved by a state or other authorized body.

b. ☐ technology plan(s) will be approved by a state or other authorized body.

c. ☐ no technology plan needed; application requests basic local and/or long distance telephone service only.

Done Internet

Microsoft Internet Explorer

Address: <http://204.76.13.136/form470/Block5a.asp>

a. ☒ technology plan(s) has/have been approved by a state or other authorized body.

b. ☐ technology plan(s) will be approved by a state or other authorized body.

c. ☐ no technology plan needed; application requests basic local and/or long distance telephone service only.

22. ☒ I certify that the services the applicant purchases at discounts provided by 47 U.S.C. Sec. 254 will be used solely for educational purposes and will not be sold, resold, or transferred in consideration for money or any other thing of value.

23. ☒ I recognize that support under this support mechanism is conditional upon the school(s) or library(ies) I represent securing access to all of the resources, including computers, training, software, maintenance, and electrical connections necessary to use the services purchased effectively.

24. ☒ I certify that I am authorized to submit this request on behalf of the above-named entities, that I have examined this request, and to the best of my knowledge, information, and belief, all statements of fact contained herein are true.

27. Printed name of authorized person: John Smith

28. Title or position of authorized person: Business Manager

29. Telephone number of authorized person: (916) 555-5555 ext. 555

Persons willfully making false statements on this form can be punished by fine or forfeiture, under the Communications Act, 47 U.S.C. Secs. 302, 303(b), or fine or imprisonment under Title 18 of the United States Code, 18 U.S.C. Sec. 1001.

Service provider involvement with preparation or certification of a Form 470 can taint the competitive bidding process and result in the denial of funding requests. For more information, refer to the "Service Provider Role in Assisting Customers" at www.sluniversityservice.org/vendormanual/chapter5.doc or call the Client Service Bureau at 1-888-283-8100.

<< Previous Reset Next >>

- The two previous screens are the final page of your Form 470 application. It is important that you read each section and understand what you are signing in the agreement. The person signing the form must have signing authority for the entity (e.g., superintendent, business officer, etc.)
- It is important to know the status of your technology plan approval and your Children's Internet Protection Act (CIAP) compliance.

Block 5, Items 20-24:

- Item 20b is typical for a district wide technology plan. You can check A & B if you have a site plan and a district plan.
- Item 21c is appropriate if you are only applying for basic phone services (local phone service and long distance).
- Item 22-24 states that you agree to the terms of the application process and procedures.
- Item 27, 28, 29. Person who is filling out the form is the person that is authorized to submit and confirm its accuracy. **Vendors providing the service/product cannot sign the Form 470 for the entity. You risk losing E-rate funding if a vendor/service provider files the Form 470 for you.)**

FCC Form 470
Universal Service Program Description of Services Requested and Certification Form

FCC Form Approval by OMB
3000-0000

470 Schools and Libraries Universal Service
Program Description of Services Requested
and Certification Form

a. Verify a final time that all information is correct in each block you have completed. Use the "Print Preview" button at the bottom of this screen to review your work. If you decide that you need to make corrections, hit "Previous" to go back and make changes.

Use your browser to print a copy of the Form 470. Click on your browser's "File" button, and select the "Print" option while you are using "Print Preview".

Click the "Submit" button at the bottom of this screen to electronically submit your Form 470 to the SLD.

IMPORTANT NOTE: by clicking "Submit" you are simultaneously releasing your completed application to the SLD for posting.

b. You must click "Submit" to file your Form 470 and begin the required 28-day posting period. If you do not click "Submit," you MAY NOT file a Form 471 pursuant to a Form 470.

PLEASE NOTE: After you "submit" this Form 470, you have one more step to complete. The next screen will describe the certification process for the Form 470. You will be given the choice to certify (electronically) this Form 470 either electronically via a PIN system, or manually by printing out a certification page for signature.

Make sure you select "Submit" to ensure your application was completed.

[<< Previous](#) [Next >>](#)

Once you have read the above information, select "Submit". **NOTE: This is important to select Submit, otherwise your application will not be complete, and you will not be eligible to receive any funding.**

Internet Explorer - http://204.76.13.136/Form470/Block5_Certification.asp

FCC Form 470

Universal Service Program Description of Services Requested and Certification Form

Entity Number: 14509
Contact Person: Your ERATE Person

Applicant's Form Identifier: Yr6-all
Phone Number: 916-111-1111 Ext. 111

Please choose one of the following options to continue certification:

Form 470 Application#: **860060000360699**

This is the final step in completing your Form 470. You may sign this document either electronically through the use of a PIN, or you may print out a certification page, sign it, and then mail it to the address listed below.

For Electronic Certification, click the Electronic Certification button and you will view the electronic certification screen of Block 5. On this page you will enter the User ID that you created when requesting your PIN from the SLD, and your SLD PIN. If you do not have a PIN, you can request one using the "Request a PIN" button. If you have applied for a PIN but have not yet received one and want to E-Cert later, you can close out and come back later using Certify Complete from the Main Menu.

Electronic Certification

For users that do not have a PIN and are eligible for one, click "Request a PIN." The authorized person named on one of the following forms can apply for a PIN:

- (1) a Form 471 for Funding Year 2 or later that was approved for funding or
- (2) a Form 486 for Funding Year 2 or later that was successfully data entered.

Request a PIN

Internet Explorer - http://204.76.13.136/Form470/Block5_Certification.asp

named on one of the following forms can apply for a PIN:

- (1) a Form 471 for Funding Year 2 or later that was approved for funding or
- (2) a Form 486 for Funding Year 2 or later that was successfully data entered.

Request a PIN

Paper Certification - After clicking the "Paper Certification" button, you will view the final screen of Block 5.

- (1) Use Paper Certification ONLY if you are not Electronically Certifying your 470.
- (2) **Print out (using your browser), sign, and send in this Block 5 certification page.** When you print Block 5 using your browser, the form will automatically include your Form 470 Application Number, Applicant Name, and Applicant Address. Item (25) must be signed by the person who will certify to the accuracy of the information on the form. Mail the signed Block 5 to:

SLD - Form 470
P.O. Box 7026
Lawrence, KS 66044-7026

If sent by express delivery services or U.S. Postal Service, Return Receipt Requested, the form should be mailed to:

SLD - Form 470
c/o Ms. Smith
3833 Greenway Drive
Lawrence, KS 66046

Paper Certification

Note: If you need to print a Paper Certification and are not currently connected to a printer, you can close out and come back later using Certify Complete from the Main Menu.

To Return to the Main Menu of this site, click the "Main Menu" button.

Main Menu